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63-15-1

OCT 1962

MEMORANDUM FOR: Deputy Director of Central Intelligence *15/M.S.C. 11/9/62*
SUBJECT : Agency Employment of Intermittent Consultants

1. This memorandum is for information only.
2. In accordance with a request by the Director for information as to the adequacy of Agency controls relating to the employment and payment of consultants, a detailed review of this matter is attached as Tab A.
3. In summary, this review indicates that:
 - a. Adequate controls are in effect relating to the appointment of consultants.
 - b. More effective control could be exercised over the actual utilization of consultants after requests for their employment have been approved by the Director. Under present practice claims for payments to consultants are approved at various organizational levels inasmuch as Agency regulations do not call for approval at any specific level. In order to assure proper evaluation of the utilization of consultants, we propose that hereafter duty status reports used to support payments to consultants be reviewed and approved by officials at the level of Operating Officials or higher. Operating Officials are defined in [redacted] as "officials reporting directly to a Deputy Director".

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12/4/62 - Original ret'd from RDCI-

Sent to [redacted]

Approved [redacted]

2002/04/29

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SUBJECT : Agency Employment of Intermittent Consultants

4. A proposal will be made by this Office to amend current procedures to require that payments to consultants be based on the certification of an official of at least the level of an "Operating Official".

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Comptroller

Attachments:

Tab A

Attachment to Tab A

CONCUR:

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10 OCT 1962

Office of General Counsel

Date

Deputy Director (Support)

16 OCT 1962
Date

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Approved - 9 November 1962
/s/ M.S.C.
DDCI

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